

City Council

Agenda

Monday, December 18, 2017

**City Hall, Council Chambers
749 Main Street**

SPECIAL MEETING

7:30 AM

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF AGENDA**
- 4. DISCUSSION/DIRECTION/ACTION – UTILITY COMMITTEE
UPDATE AND COORDINATION WITH FINANCE COMMITTEE**
 - Staff Presentation
 - Public Comments (Please limit to three minutes each)
 - Council Questions & Comments
 - Action
- 5. ADJOURNMENT**

Citizen Information

If you wish to speak at the City Council meeting, please fill out a sign-up card and present it to the City Clerk.

Persons with disabilities planning to attend the meeting who need sign language interpretation, assisted listening systems, Braille, taped material, or special transportation, should contact the City Manager's Office at 303 335-4533. A forty-eight-hour notice is requested.

**SUBJECT: DISCUSSION/DIRECTION/ACTION – UTILITY COMMITTEE
UPDATE AND COORDINATION WITH FINANCE COMMITTEE**

DATE: DECEMBER 18, 2017

PRESENTED BY: KURT KOWAR, PUBLIC WORKS

SUMMARY:

Staff is presenting:

- High-level background regarding the City's Utility accomplishments.
- The components of the Utility's Rate Model.
- Staff thought processes for decision-making that impact the rates.
- How the Biennial Budget and day-to-day model updates relate to each other.
- An overview of Staff's perspective regarding Utility Committee, Finance Committee, and City Council roles related to the Utility.
- Examples of information presented at each Committee.

RECOMMENDATION:

Staff is seeking direction on current or envisioned protocol and roles for the Utility Committee and Finance Committee to ensure efficient use of City Council and Staff resources.

ATTACHMENT(S):

1. Presentation

Special Meeting

Utility Committee Update and Coordination with Finance Committee

December 18th, 2017

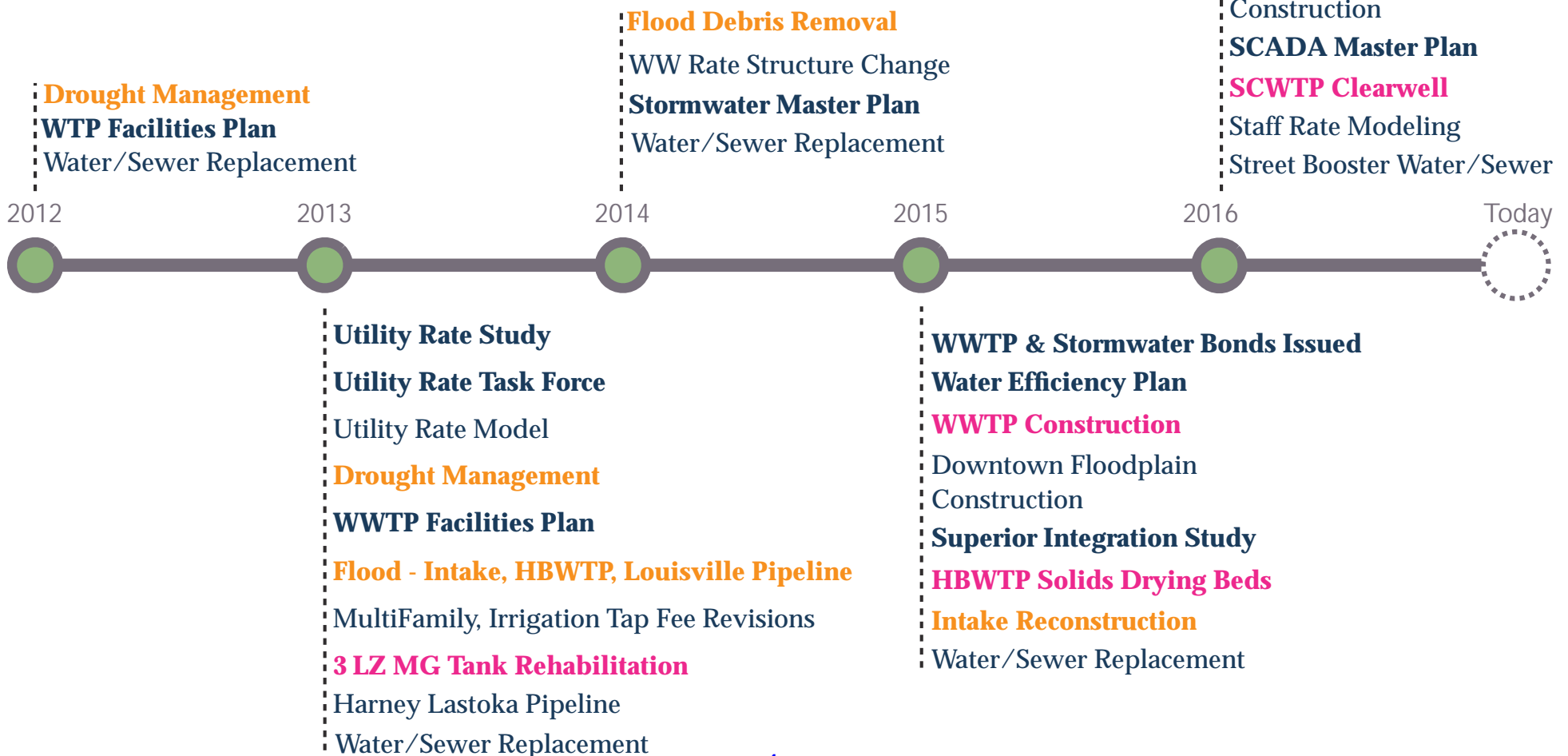


5 Year Utility Background

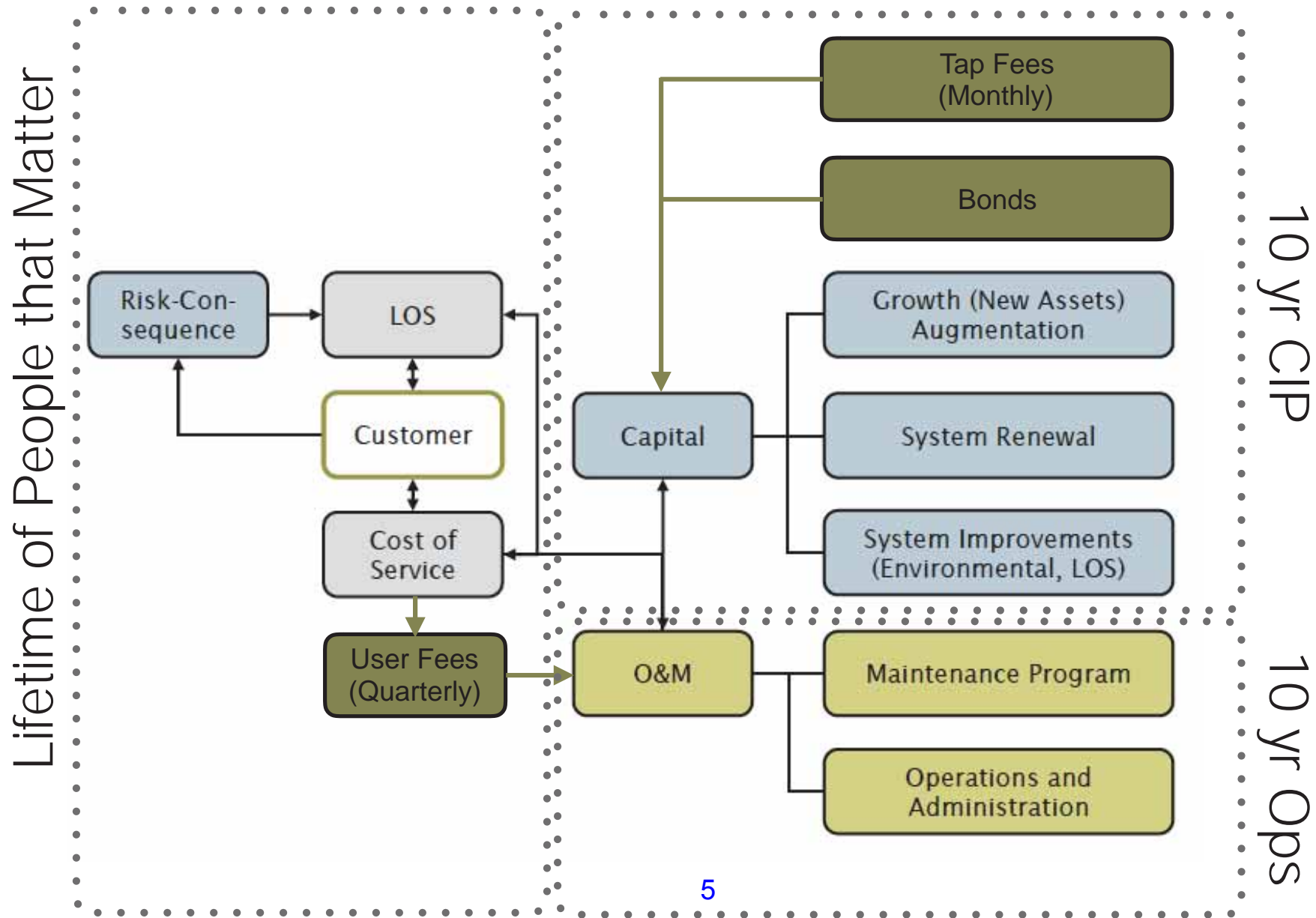
Strategic Planning Efforts

Natural Disaster Mitigation

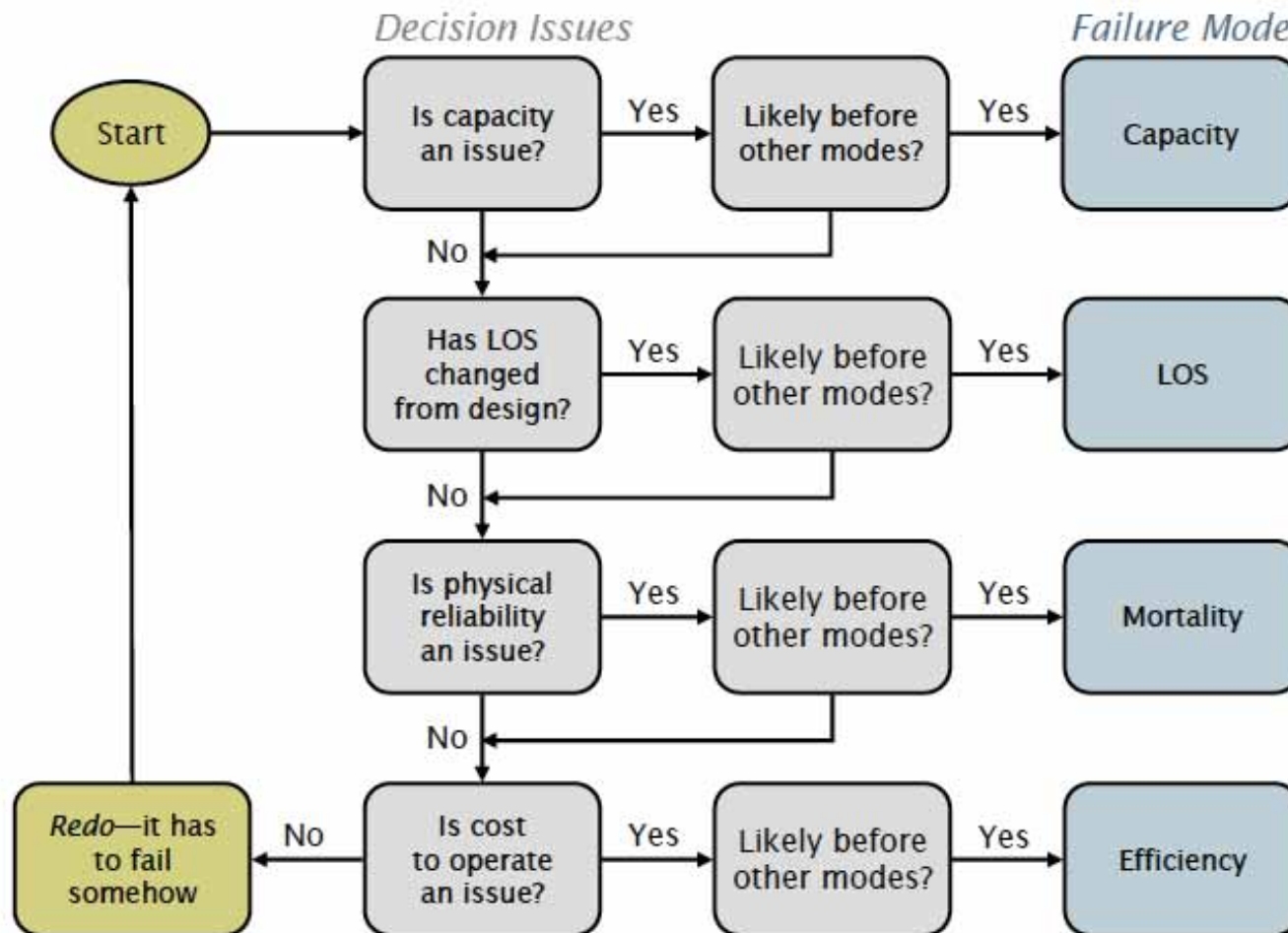
Compliance/Failure Efforts



The Rate Model (Water, Sewer, Storm)



Staff Project Decision Tree



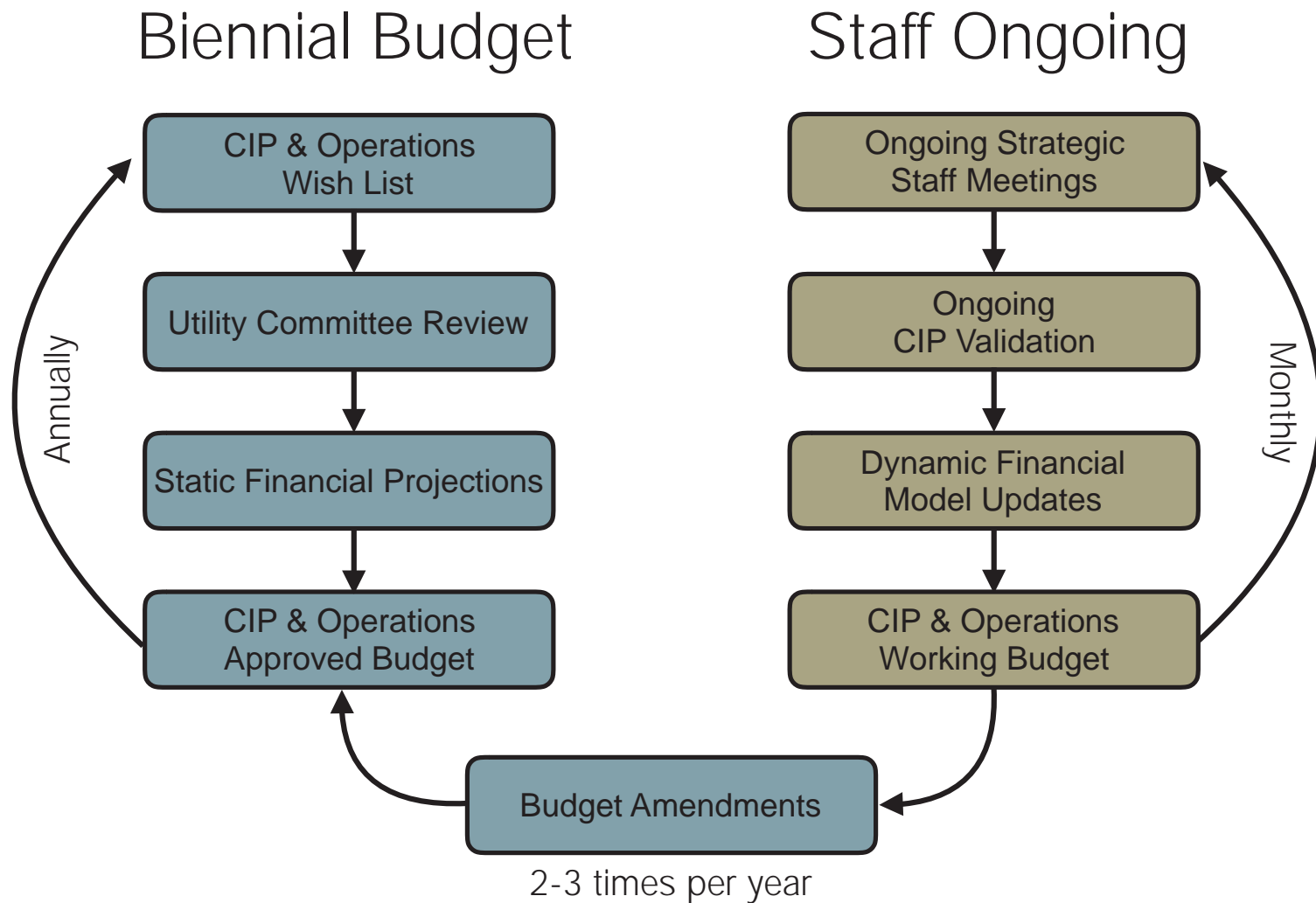
Probability vs Consequence vs Risk

Go or No Go

<i>Probability of Failure</i>	<i>Consequence of Failure</i>					
	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>
Very low	L	L	L	L	M	M
Low	L	L	L	M	M	S
Moderate	L	L	M	M	S	S
Quite likely	L	M	M	S	S	H
High	M	M	S	S	H	H
Very high	M	S	S	H	H	H
Almost certain	S	S	H	H	H	H

L is low risk, M is moderate risk, S is satisfactory risk, H is high risk

Budget Process vs Ongoing Model for CIP



Committee Council Roles

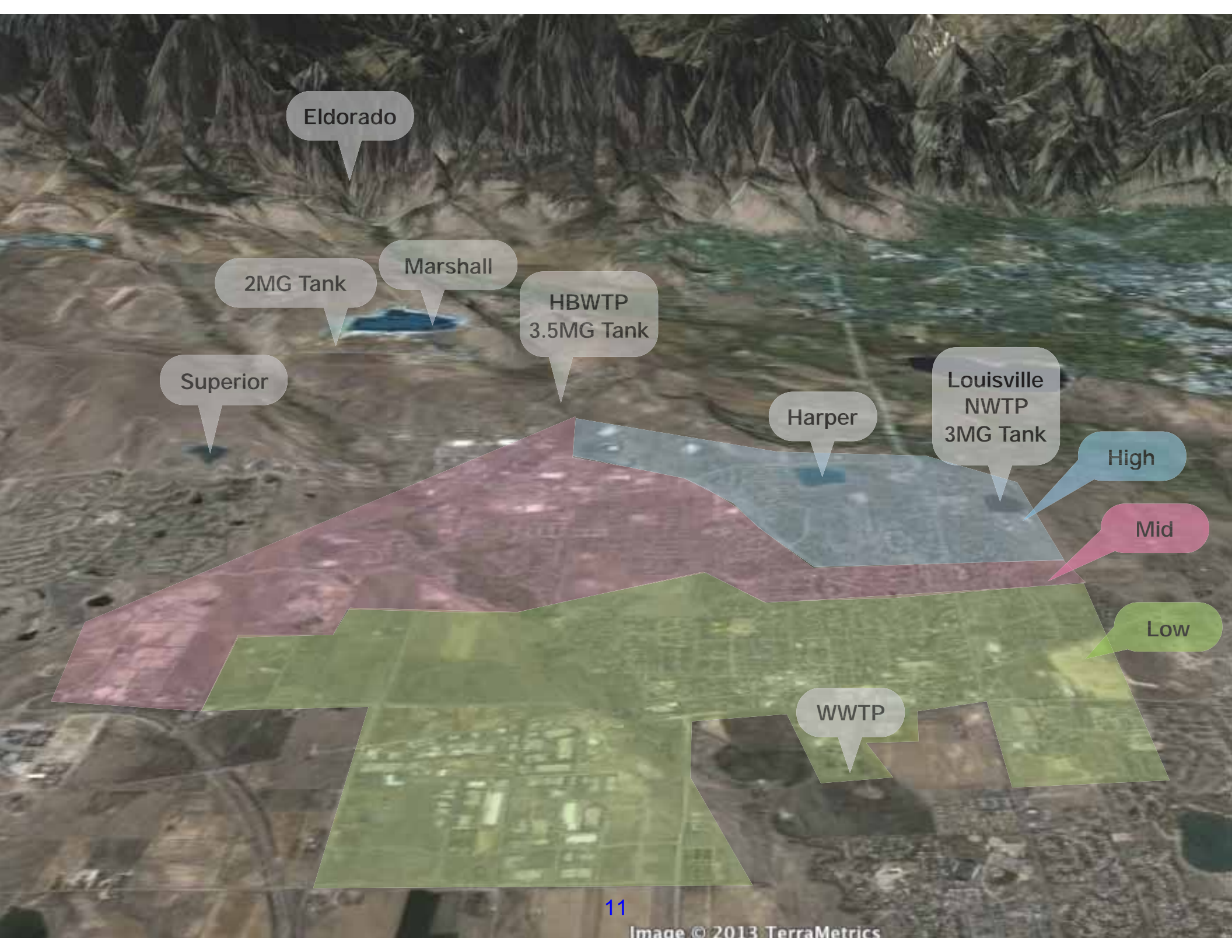
Staff Perspective for Council Review/Direction

Criteria	Utility	Finance	Council
CIP	Ongoing Status Updates/Feedback, Recommendations	Quarterly Fund/Status	Quarterly Fund/Status, Contract Approvals
Financial Plan	Annual Model/Rate Discussion, Major CIP Impacts, Recommendations	Citywide Long Term Financial Plan	Annual Budget Approval, Budget Amendments
Rates/Fees	Annual Rate Setting Rate Strategy Methodology, Fee Review, Recommend		Review/Approve Rates
Dashboard	Water Supply, Rate Graphs, Long Term Fund Trends	CIP/Operational Expenses/Revenues Status	Annual KPI's

Example Utility Committee Information

As needed





Eldorado

2MG Tank

Marshall

HBWTP
3.5MG Tank

Superior

Harper

Louisville
NWTP
3MG Tank

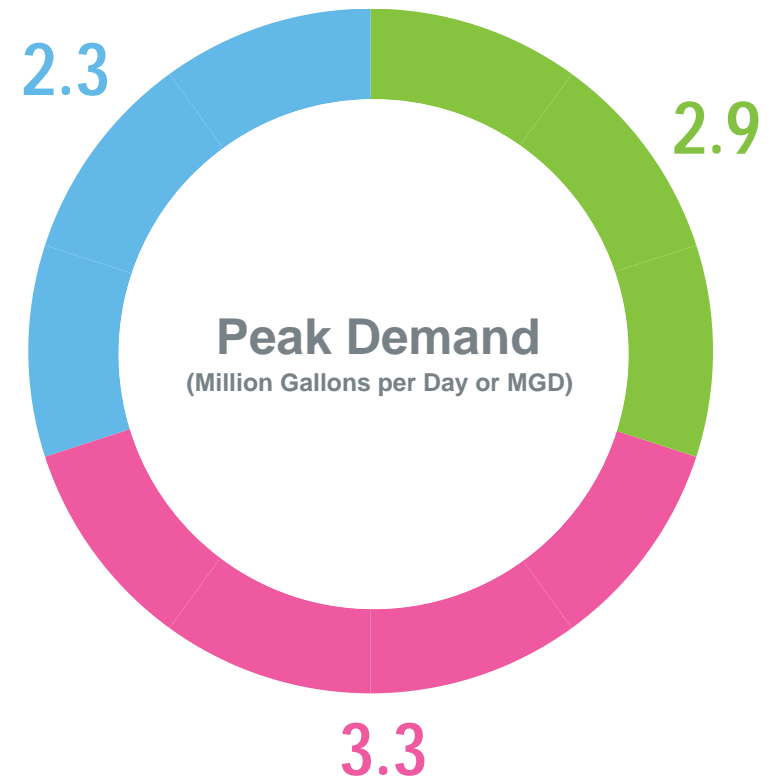
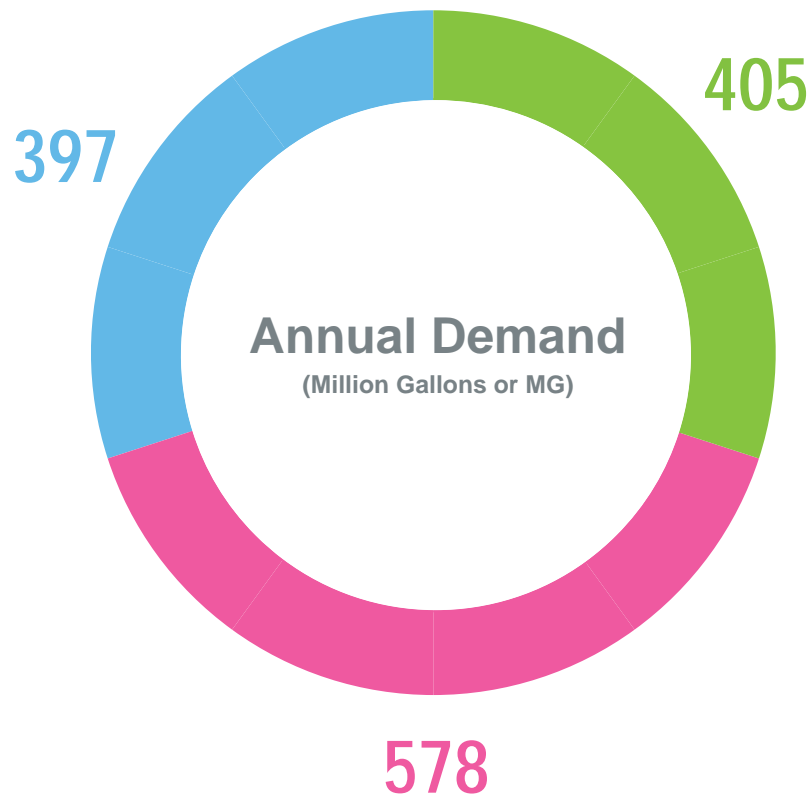
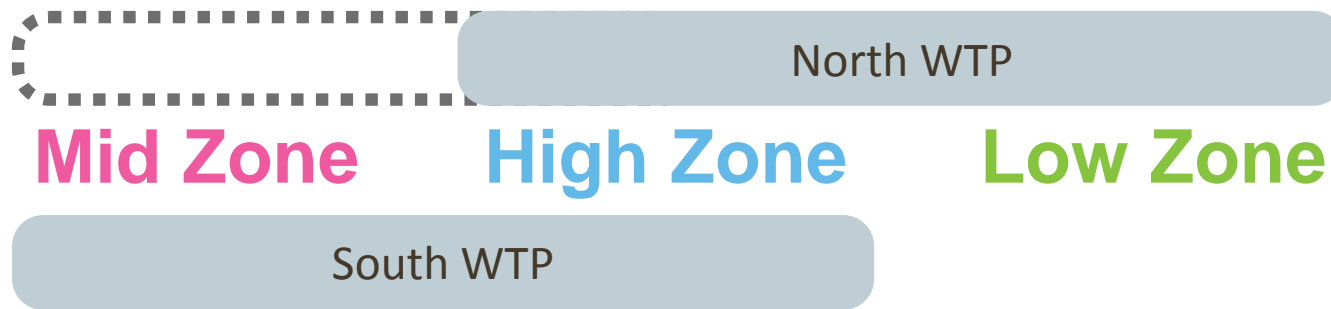
High

Mid

Low

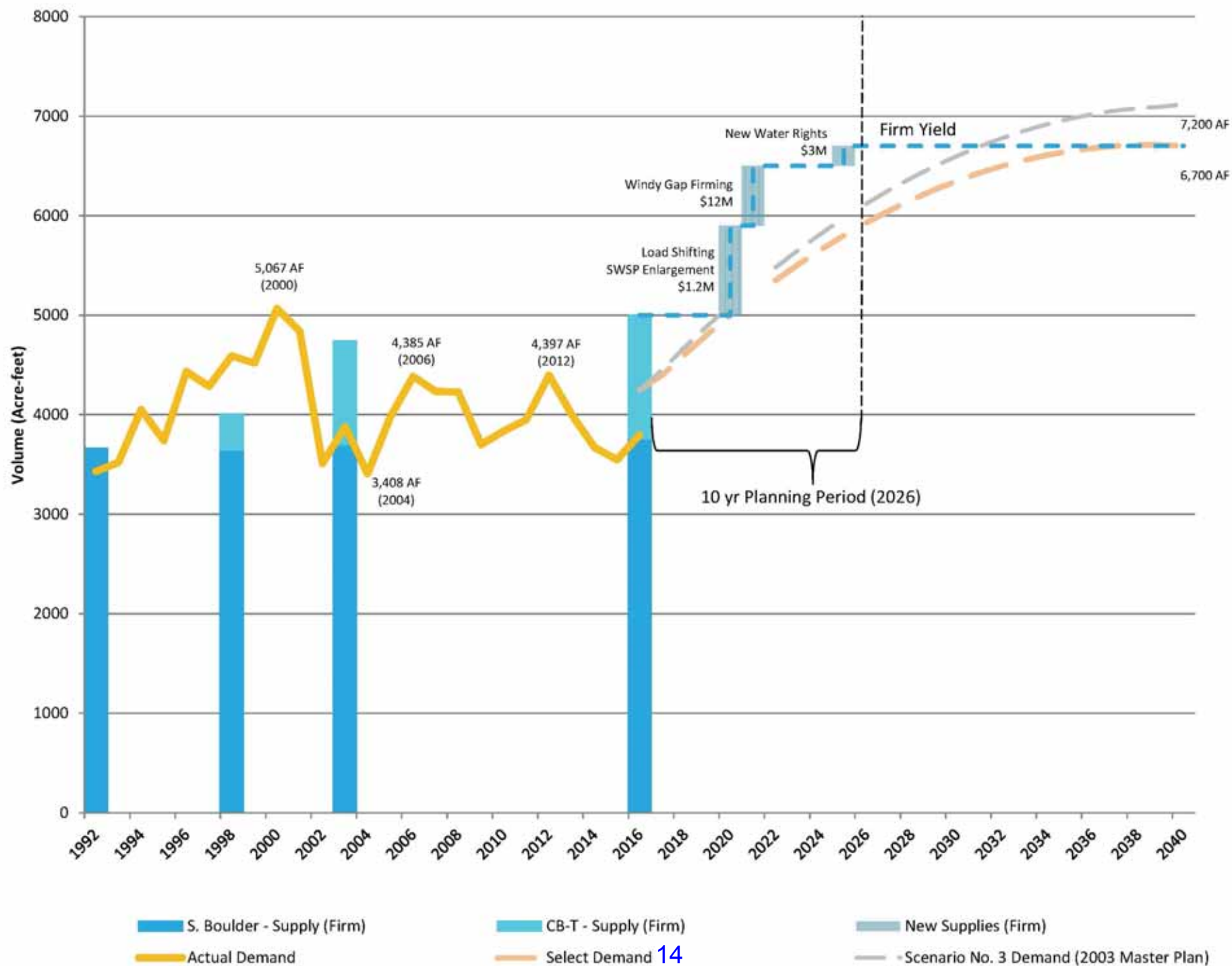
WWTP

WTP's

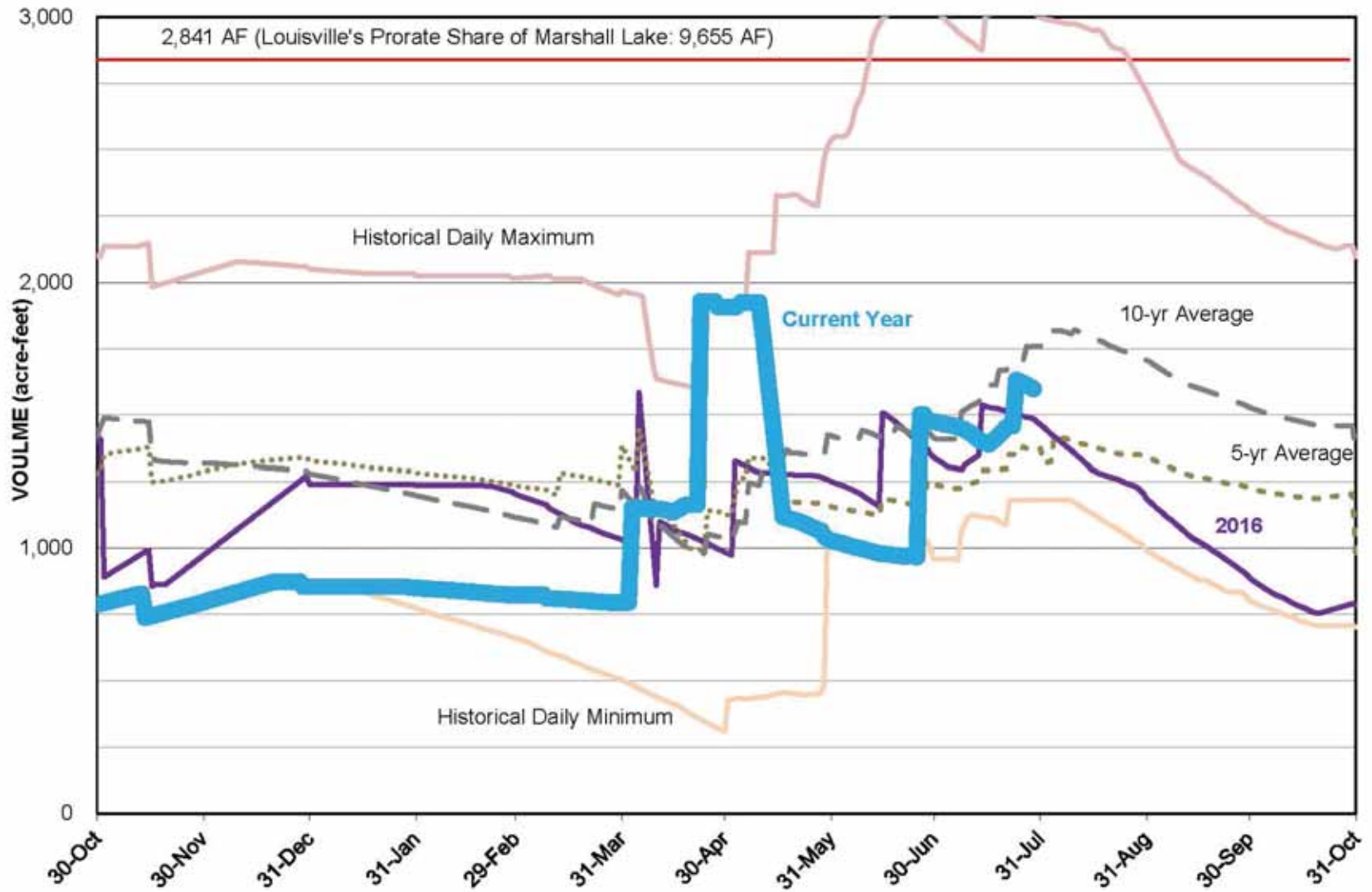




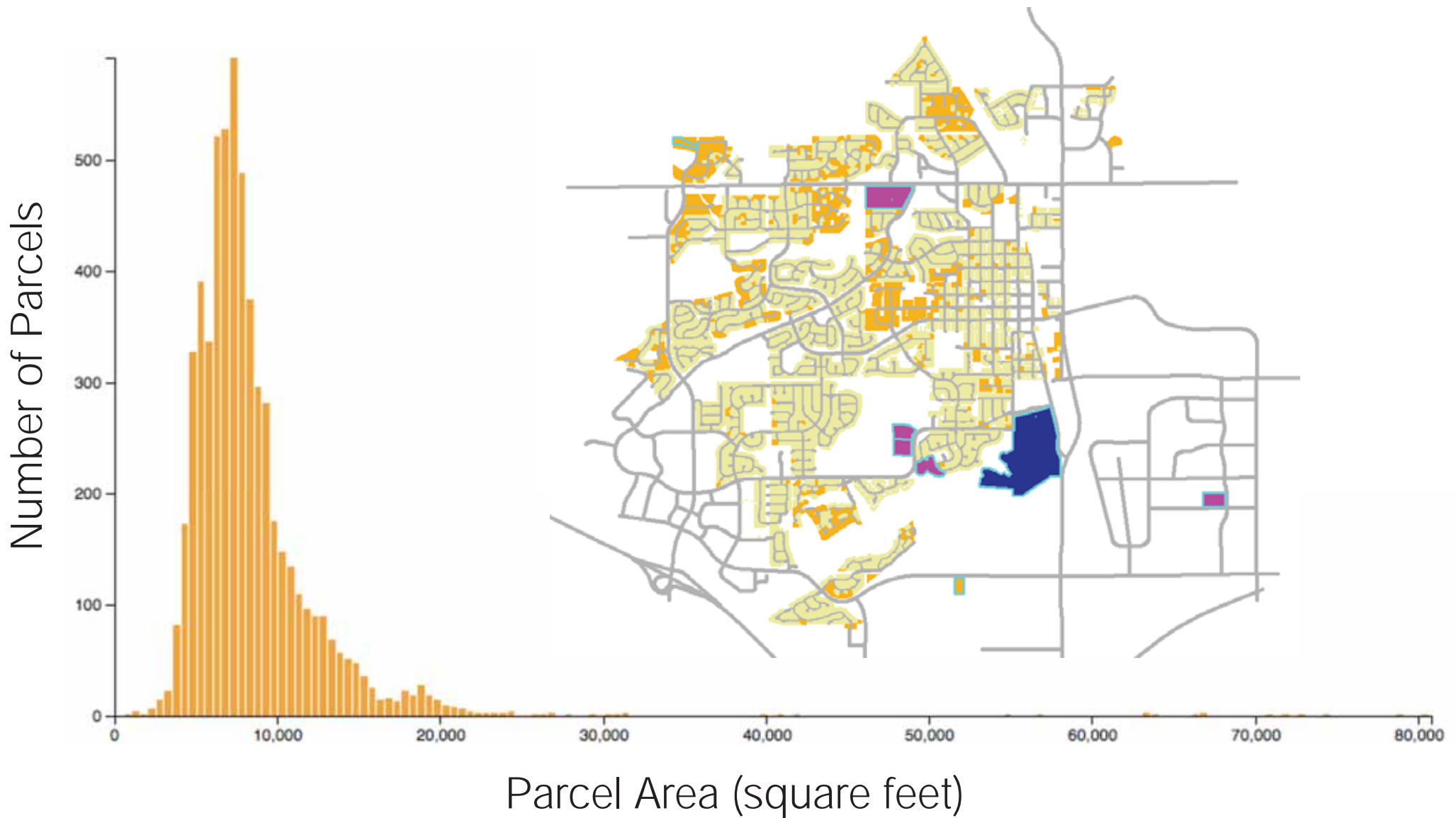
Water Supply and Demand



LOUISVILLE STORAGE MARSHALL LAKE



Parcels by Area



Example Finance Committee Information

As needed



City of Louisville, Colorado
Water Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2017
83.3% of the year completed

		2017			
		2016 Actual	Current Budget	YTD Actual	% of Budget
Revenue Type					
Water Fund Revenue	Grant Revenue	742,447	-	170,200	
	User Fees	5,885,924	5,842,150	5,399,446	92.4%
	Tap Fees	7,089,742	10,673,110	3,833,743	35.9%
	Miscellaneous Revenue	154,982	100,000	191,121	191.1%
	Other Revenue	92,543	55,210	104,104	188.6%
	Total Revenue & Other Sources	13,965,638	16,670,470	9,698,614	58.2%
Expenditure Type					
Water Fund Expenditures	Personnel	1,594,318	1,755,225	1,265,733	72.1%
	Supplies	391,068	442,674	315,963	71.4%
	Service	1,519,619	2,360,910	904,982	38.3%
	Capital Outlay	3,046,551	11,439,542	1,824,202	15.9%
	Other	934,490	1,073,110	164,355	15.3%
	Total Expenditures & Other Uses	7,486,046	17,071,461	4,475,234	26.2%
Revenue Over/(Under) Expend's		6,479,592	(400,991)	5,223,381	
Beginning Fund Balance		8,012,715	14,492,307	14,492,307	
Ending Fund Balance		14,492,307	14,091,316	19,715,688	

City of Louisville - Budget versus Actual CIP YTD 2017							
Account number	Description	Budget 2017	YTD Balance 2017	Complete %	Carry-Forward, Original, or Amended	2017 Estimate	Notes updated Quarterly (Last updated 6/30/17)
GENERAL FUND							
101171-650000	Office Furniture and Fixtures	\$6,000	\$0	0.0%	Original	\$6.5K	40% complete, remaining furniture to be delivered in August
OPEN SPACE AND PARKS FUND TOTAL		\$6,000	\$0	0.0%		\$6.5K	
OPEN SPACE AND PARKS FUND							
201755-610008	Open Space Acquisition	\$2,125,000	\$0	0.0%	Amended \$2.1M	\$2.125M	Negotiations on-going
201522-630004	Lastoka Property Conservation	\$12,500	\$0	0.0%	Original	\$12K	Waiting on Boulder County-Suspended
201522-630093	Hecla Lake Reservoir Improvs	\$19,155	\$0	0.0%	Carry-Forward \$19K (2015)	\$8K	Complete
201313-630101	Irrig Replacements & Improvs	\$20,000	\$7,077	35.4%	Original	\$15K	Purchased irrigation clocks to be installed after irrigation season
201511-630101	Irrig Replacements & Improvs	\$30,000	\$26,622	88.7%	Original	\$25K	Purchased irrigation clocks to be installed after irrigation season
201523-630117	Interpretive Education	\$3,600	\$0	0.0%	Original	\$3K	To be completed in the Fall, maybe a small amount this Summer for a temporary sign
201511-630127	Miner's Field Park Improvs	\$35,000	\$0	0.0%	Amended \$35K	\$35K	Sidewalk to be completed in July, fencing and landscaping in October
201524-640000	Motor Vehicle/Road Equipment	\$32,000	\$0	0.0%	Original	\$30K	Purchased (in-transit)
201313-640001	Machinery & Equipment	\$7,934	\$0	0.0%	Amended \$434	\$8K	Park equipment to be purchased in October after mowing season is complete
201314-640001	Machinery & Equipment	\$7,934	\$0	0.0%	Amended \$434	\$8K	Park equipment to be purchased in October after mowing season is complete
201511-640001	Machinery & Equipment	\$55,579	\$3,747	6.7%	Amended \$10K	\$50K	Park equipment to be purchased in October after mowing season is complete
201522-640001	Machinery & Equipment	\$6,000	\$0	0.0%	Original	\$6K	Park equipment to be purchased in October after mowing season is complete
201524-640001	Machinery & Equipment	\$6,000	\$0	0.0%	Original	\$6K	Park equipment to be purchased in October after mowing season is complete
201528-660067	Hwy 42 Multi-use Underpass	\$300,000	\$0	0.0%	Original	\$300K	Survey is complete, consultant has started design
201528-660069	BNSF RR Underpass/N Drainage	\$92,500	\$0	0.0%	Original	\$93K	Urban Drainage to do this project and we supply partial funding. We give funding in 2018 also with construction beginning in 2019
201523-660093	Trail Connections	\$63,823	\$0	0.0%	Original	\$0	See comment below
201528-660093	Trail Connections	\$255,293	\$0	0.0%	Original	\$18K	Have retained the services of Loris & Associates to provide plans and specifications for trail connections. It is anticipated that a contract for construction will be awarded in 2017
201528-660201	Trail Projects	\$207,992	\$0	0.0%	Original	\$0	Design 2017, construction 2018 will require review and approval from CDOT and/or IGA's and implementation of small area plan recommendations
201528-660224	Kestral Trail Connection	\$62,500	\$0	0.0%	Carry-Forward \$63K	\$60K	Developer has this scheduled for Sept. and then we will reimburse them
OPEN SPACE AND PARKS FUND TOTAL		\$3,342,810	\$37,445	1.1%		\$2.8M	
CT-LOTTERY FUND							
202511-620003	Restroom Improvement Program	\$0	\$162	0.0%	Original		
202511-620004	Recreation Campus Restroom	\$205,000	\$500	0.2%	Carry-Forward \$153K (2015), Amended \$52K	\$205K	Unit ordered, pending Planning Department approval.
202511-630048	Playgrounds	\$280,000	\$0	0.0%	Original	\$280K	Recommendation to replace Heritage Park playground going before City Council for formal consideration on 7/18/17
202511-630078	Tennis Court Resurfacing	\$11,040	\$0	0.0%	Carry-Forward \$11K	\$4K	To be completed in July
202511-630118	Tennis Court Renovation	\$29,960	\$17,500	58.4%	Carry-Forward \$30K	\$30K	Complete
202531-630118	Tennis Court Renovation	\$6,420	\$3,750	58.4%	Carry-Forward \$6K	\$6K	Complete
202532-630118	Tennis Court Renovation	\$6,420	\$3,750	58.4%	Carry-Forward \$6K	\$6K	Complete
202511-630122	Improvements at Community Dog Park	\$10,000	\$0	0.0%	Original	\$10K	Not started
CT-LOTTERY FUND TOTAL		\$548,840	\$25,662	4.7%		\$541K	
CEMETERY FUND							
204799-630087	General Cemetery Improvements	\$12,210	\$10,540	86.3%	Carry-Forward \$12K	\$10.5K	Complete
204799-640001	Machinery & Equipment	\$7,500	\$0	0.0%	Original	\$5K	Cemetery equipment to be purchased in October after mowing season is complete
CEMETERY FUND TOTAL		\$19,710	\$10,540	53.5%		\$15.5K	
HISTORICAL PRESERVATION							
207542-620097	Historical Museum Campus	\$1,000	\$1	0.1%	Original	\$1K	Complete
207542-620098	Austin Niehoff House Rehab	\$45,000	\$0	0.0%	Original	\$15K	Design in late 2017 work in 2018, involves foundation issues could be
207542-630123	Historic Interpretive Signs	\$25,000	\$0	0.0%	Original	\$25K	25% Complete, going to bid this Summer with install for Fall 2017
HISTORICAL FUND TOTAL		\$71,000	\$1	0.0%		\$41K	
CAPITAL PROJECTS FUND							
301553-620010	Steinbaugh Pavilion Improvs	\$10,500	\$0	0.0%	Original	\$10K	Fall completion
301553-620084	ADA Accessibility- Arts Center	\$18,552	\$18,552	100.0%	Carry-Forward \$4K, Amended \$14K	\$18K	Complete
301553-620091	Ctr for the Arts - ADA & Stor	\$32,676	\$32,676	100.0%	Carry-Forward \$30K, Amended \$3K	\$33K	Complete
301173-620092	Surv Upgrades for City Hall	\$30,000	\$30,000	100.0%	Carry-Forward \$30K	\$30K	Complete

Consolidated Utility Fund

